

UNITED STATES DISTRICT COURT  
DISTRICT OF NEVADA

GRISSEL A. GONZAGA,

Plaintiff,

v.

NEVADA DEPARTMENT OF  
CORRECTIONS, et al.,

Defendants.

Case No.: 2:25-cv-00174-APG-NJK

**ORDER**

On January 28, 2025, *pro se* plaintiff Grissel A. Gonzaga, an inmate in the custody of the Nevada Department of Corrections, submitted a complaint under 42 U.S.C. § 1983. Docket No. 1-1. Plaintiff has neither paid the \$405 filing fee for this matter nor filed an application to proceed *in forma pauperis*. See Docket No. 1.

The United States District Court for the District of Nevada must collect filing fees from parties initiating civil actions. 28 U.S.C. § 1914(a). As of December 1, 2023, the fee for filing a civil-rights action is \$405, which includes the \$350 filing fee and the \$55 administrative fee. See 28 U.S.C. § 1914(b). “Any person who is unable to prepay the fees in a civil case may apply to the court for leave to proceed *in forma pauperis*.” LSR 1-1. For an inmate to apply for *in forma pauperis* status, the inmate must submit **all three** of the following documents to the Court: (1) a completed **Application to Proceed in Forma Pauperis for Inmate**, which is pages 1–3 of the Court’s approved form, that is properly signed by the inmate twice on page 3; (2) a completed **Financial Certificate**, which is page 4 of the Court’s approved form, that is properly signed by both the inmate and a prison or jail official; and (3) a copy of the **inmate’s prison or jail trust fund account statement for the previous six-month period**. See 28 U.S.C. § 1915(a)(1)–(2); LSR 1-2. *In forma pauperis* status does not relieve an inmate of his or her obligation to pay the filing fee, it just means that the inmate can pay the fee in installments. See 28 U.S.C. § 1915(b).

1 Accordingly, for the reasons stated above,

2 IT IS ORDERED that, no later than **May 6, 2025**, Plaintiff must either pay the full \$405  
3 filing fee or file a fully complete application to proceed *in forma pauperis* with all three required  
4 documents: a completed application with the inmate's two signatures on page 3; a completed  
5 financial certificate that is signed both by the inmate and the prison or jail official; and a copy of  
6 the inmate's trust fund account statement for the previous six-month period.

7 IT IS FURTHER ORDERED that, if Plaintiff fails to timely comply with this order, this  
8 action will be subject to dismissal without prejudice. A dismissal without prejudice allows  
9 Plaintiff to refile the case with the Court, under a new case number, when Plaintiff can file a  
10 complete application to proceed *in forma pauperis* or pay the required filing fee.

11 The Clerk of the Court is **INSTRUCTED** to send Plaintiff Grissel A. Gonzaga the  
12 approved form application to proceed *in forma pauperis* for an inmate and instructions for the  
13 same and retain the complaint, Docket No. 1-1, but not file it at this time.

14 IT IS SO ORDERED.

15 DATED: March 7, 2025.

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20 NANCY J. KOPPE  
21 UNITED STATES MAGISTRATE JUDGE  
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